

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, May 1, 2017**

MINUTES

1. Call to order

The May 1, 2017 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Forrest Crawford, Jack Henrich, James Elmore, Harvey Potter, Larry Schoenemann, and John Williams. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Treasurer Deb Winter, Village Planner Erin Ruth, Public Works and Utilities Director JJ Larson, Village Engineer Mike Maloney and Police Chief Dan Layber.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*
None

5. Discuss and consider the minutes of the regular Village Board meeting of April 17, 2017.

Motion by Potter to approve the minutes of the regular Village Board meeting of April 17, 2017, seconded by Allen.
Motion carried with a voice vote of 7-0-0.

6. Presentations to the Board

a. Monona Grove Boy's Swim Team Proclamation.

Village President read the Proclamation and congratulated the MG Boy's Swim Team.

b. Presentation by Officer Koratko and K-9 Larz.

Officer Koratko explained how the K-9 officer does his job and what aspects in law enforcement Larz is used. Larz was then brought into the room to locate the drugs hidden in a box. He was very quick to locate the drugs and continued to work the room.

c. Presentation by JJ Larson Director of Public Works and Utilities.

JJ explained the Public Works department and all scopes of the work performed by the department. The department takes care of the streets, snow removal, water utility, sanitary sewer, storm water and any other need that is related to the department.

d. Presentation by Mike Maloney Village Engineer.

Mike Maloney was present to explain what MSA does for the Village. He walked through the staff and what they do and the specific projects that have been or are doing for the Village.

7. New Business

a. Swearing in of Police Officer Matthew O'Brien.

The Clerk gave the official oath to Officer O'Brien.

b. Discuss and consider block party application from Casey Breunig of 302 Melissa Ln.

Motion by Potter to approve the block party application for Casey Breunig of 302 Melissa Ln, seconded by Williams. **Motion** carried with a voice vote of 7-0-0.

c. Authorization to post vacant Trustee Position.

Motion by Williams to post the vacancy with a letter of interest and relevant background information, due on May 12, 2017, seconded by Potter. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider award bid for Well House # 1 abandonment and demolition.

Motion by Henrich to award the bid for Well House # 1 abandonment and demolition to Nelson Excavating & Son LLC in the amount of \$19,300, seconded by Schoenemann. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committee

8.I. Utility Commission

Larson reported the committee was updated on the Seldal Plat project along with an update on the flushing of hydrants. There was a discussion on a request from a resident for a credit on sewer due to an outside spigot leak, which they agreed to because the water was not treated.

8.II. Deer-Grove EMS Commission

Potter reported that they did have a joint meeting and the financial statements were reviewed. At the regular meeting, they discussed the special events fees which they will be revising. They are also going out with a RFP for a study of consolidation. The new ambulance is here and was at the meetings. They will be having an election of officers at the next meeting and Deerfield will be the chair this year.

9. Reports from Village Officers:

- a. Troy Allen-Welcome new board members
- b. Forrest Crawford- No report.
- c. James Elmore-No report.
- d. Harvey Potter- Welcome new board members and hope things will continue to progress.
- e. Larry Schoenemann -Glad to be here and thank you for the warm welcome and I'm ready to go to work.
- f. John Williams- Welcome and looking forward to working with current staff and new trustees.
- g. Jack Henrich
 - i. Discuss and consider Trustee Committee and Commission appointments.
Motion by Allen to approve the trustee committee and commission appointments except for Potter's appointments, seconded by Potter. **Motion** carried with a voice vote of 7-0-0.
 - ii. Discuss and consider Citizen Committee and Commission appointments.
Motion by Allen to approve the citizen committee and commission appointment except for plan commission and police commission, seconded by Potter. **Motion** carried with a voice vote of 7-0-0.
- h. Attorney Lee Boushea- passed out the public records and open meetings law manuals to all board members.
- i. Administrator Matt Giese- Asked if everyone could get into their email accounts and access the board packet, if help is needed please let us know. Also, if you would like to tour any facilities or meet with any staff just let us know and we can arrange the meetings.
- j. Director of Planning and Development Erin Ruth- No report.
- k. Police Chief Dan Layber- No report

10. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Potter to approve the Village portion of the vouchers in the amount of \$29,372.65 seconded by Elmore. The check sequence goes from check #42091 to check #42132. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-None

c. Future agenda items

11. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute 19.85 (1) (e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; negotiate land sale in TID # 5.

Motion by Henrich to enter into closed session at 8:00 p.m., seconded by Potter. **Motion** carried with a roll call vote of 7-0-0.

12. Reconvene into open session and possible consideration of closed session items.

Motion by Potter to reconvene to open session at 8:30 p.m., seconded by Williams. **Motion** carried with a roll call vote of 7-0-0. No action was taken at this time.

13. Adjournment

Motion by Potter to adjourn at 8:31 p.m., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: May 15, 2017

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.